

T/I/M-8
16 December 1964

UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

TASK TEAM I - CONTENT CONTROL

Minutes of the Eighth Meeting - 2 December 1964

Members or Their Representatives Present

NSA

CIA
DIA
STATE
CSS

Others Present

None

1. [] noted that NSA was planning to brief on their primary distribution in the near future. They will address the serialization of product and also treat on distribution patterns. This will be done in two meetings. Task Team II, Item Identification, is also interested in receiving these briefings and arrangements will be made to receive them at the same time.

2. The Secretary reported on his conversation with [] Chairman of the SIGINT Committee of USIB. It is hoped that arrangements can be made to have [] meet with us prior to the time we undertake the design of a content control scheme for intelligence documents. [] feels that effective categorization of "all subjects germane to U.S. Intelligence" which is "applicable to the bulk quantity of intelligence items" and which is "relatively shallow" (quotes from T/I Terms of Reference) might have broad applications to intelligence management and decision making at the highest levels.

3. The meeting then addressed the problem of describing the flow/volume of intelligence for the purpose of determining appropriate points at which to apply a content control scheme. [] presented information on "raw" and "finished" Defense intelligence flow. As a result of discussion, [] will revise his contributions and present it at the next meeting.

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Group I
Excluded from automatic
downgrading and
declassification.

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25X1 4. [] described the CIA raw intelligence flow as requested at the sixth meeting. His flow chart was discussed in detail and will be revised as a result thereof. This revision will also be available at the next meeting.

25X1 5. [] then addressed follow-up actions including similar charts for State and NSA product flow. The members will try for comparable methods of presentation of this information to facilitate study by the Team.

25X1 6. In conjunction with Task B, the review of existing subject codes, the Secretary was requested to examine the SCIPS data to identify existing subject and area codes; [] was requested to develop a method of comparing the various subject codes in use in the intelligence community; and [] was to undertake a comparison of the various geographic area codes used within the community to aid in our future discussions.

25X1 7. [] reported that it would soon be possible to study the application of the DIA dissemination code to requirements. He hoped to be able to determine the relative specificity of requests to this code structure.

25X1 8. [] indicated that he felt we would soon be ready to undertake the preliminary design of a content control scheme (Task C). He urged all members to give consideration to any scheme which would aid in the dissemination of intelligence material. For instance one might conceive of a non-heirarchical scheme which would not use codes. The possibility of improved titling in conjunction with keywording techniques was cited as an example.

9. The next meeting will be held at NSA Headquarters on 5 January 1965 at 1300 hours.

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[]
Secretary

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